

START-UP PLAN FRAMEWORK

The Replication and Growth Grant for new campus start-up and initial implementation offer financial support to qualified founding groups and LEAs while they are planning or implementing a new campus. The grant awards are in two (2) categories and LEAs can apply for any of the awards within Planning and Program Design & Initial Implementation. An application must be submitted for each campus applying for funding.

The awards are similarly related to the Walton Family Foundation (WFF) categories of; Pre-Planning, Pre-Authorization and Post-Authorization Grants, as the application is adapted from the WFF Start-Up grant. The intent is to make it easy for applicants to apply separately for both grants with little duplication of efforts. This application has fewer responses than the WFF application because of the nature of some of the questions. Please feel free to duplicate answers from the WFF application to this application.

CATEGORY 1

PLANNING AND PROGRAM DESIGN

1a) Feasibility

Up to \$25,000 may be awarded up to 12-24 months before filing a charter amendment or petition to encourage charter school operators to undertake a feasibility analysis for opening another campus in SY 11-12 or SY 12-13.

1b) Conditional Approval

Up to \$50,000 may be awarded for planning purposes once a new charter founding group is conditionally approved to open a new campus in SY 11-12.

1c) Final Approval

Up to \$100,000 may be awarded for planning purposes for an existing charter school operator already approved to open a new campus in SY 11-12.

CATEGORY 2

INITIAL IMPLEMENTATION

2a) Implementation Year 1

Up to \$200,000 may be awarded for a new campus in their first year of operation in SY 10-11.

2b) Implementation Year 2

Up to \$200,000 may be awarded for a new campus in their second year of operation in SY 10-11.

2c) Implementation Year 3

Up to \$200,000 may be awarded for a new campus in their third year of operation in SY 10-11.

START-UP APPLICATION

GENERAL INFORMATION

Please indicate the grant for which the founding group or LEA is applying for. An application must be submitted for each campus applying for funding. ***If Word version is needed, please email opcsfs.funding@dc.gov to request the file.***

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CATEGORY 2

INITIAL IMPLEMENTATION

☐ **2a) Initial Implementation Year 1**

Up to \$200,000 may be awarded for a new campus in their first year of operation in SY 10-11.

☐ **2b) Initial Implementation Year 2**

Up to \$200,000 may be awarded for a new campus in their second year of operation in SY 10-11.

☐ **2c) Initial Implementation Year 3**

Up to \$200,000 may be awarded for a new campus in their third year of operation in SY 10-11.

Proposal Date: _____

CMO Affiliation:

(If not applicable, list N/A) _____

Charter School Growth Fund (CSGF) Affiliation: YES NO

Person Completing form: _____ Title: _____
(Primary contact for proposal and board member)

Telephone: _____ Fax: _____ E-Mail: _____

Support Contact and Title: _____
(Colleague, board member or assistant of primary grant contact)

Telephone: _____ Fax: _____ E-Mail: _____

Name of School: _____

Address: _____

City: _____ State: _____ Zip: _____

If school has used another name in the past please list:

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Name of any key supporting organizations(s):

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Is any individual or organization affiliated with this application currently applying for or been approved/declined funding a WFF grant?

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If yes, please list organization/school, purpose of grant, year awarded/declined, and grant amount:

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Check the situation that best describes your 501(c)(3) tax status with the IRS:

Have received 501(c)(3) determination letter from the IRS. Please list the name of the organization as stated on the IRS determination letter: (Checks will be made payable to the 501c3 organization, when applicable.)
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Have applied for 501(c)(3) tax status but have not yet received a determination letter. Please indicate the month/day/year when you submitted your IRS request: _____

Do not intend to apply for 501(c)(3) status. Please explain:
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Do You or will you have a checking account open in the name of the school?

If yes, date checking account was opened? _____

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I. CHARTER AUTHORIZATION PROCESS AND TIMELINE

Charter school authorizing board, group, or agency:

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Contact at the authorizing agency: _____

Telephone: _____

Anticipated date of charter approval: _____

Actual charter approval date: _____

Length of initial charter term: _____ years. Charter to be renewed/renegotiated in year: _____

Date of school's planned opening (mm/dd/yy): _____

Has a business plan been created for the school?

Completion Date: _____

II. PREMISE FOR FOUNDING SCHOOL:

Please briefly describe the school's purpose and history:

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Please list current educational options (private, charter, traditional public, other) that are already available to your target population in the grades you are planning to offer. Describe their general academic performance:

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III. TARGET POPULATION

Number of students when opening school	
Grades served when opening school	
Year school plans to achieve full enrollment	
Estimated number of students when fully enrolled	
Estimated grades served at full enrollment	

		First Year %	Full Enrollment %
Anticipated/actual racial/ethnic composition of student body (by %):	African American		
	Hispanic		
	Asian		
	Native American		
	White		
	Other		

Anticipated/actual eligible for Free and Reduced lunch (by %):

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Anticipated/actual classified as English Language Learners (by %):

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Please describe how the school is recruiting families, including advertising, community meetings, door-to-door canvassing, etc. and list how many students are on the school's "intent to enroll" list:

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Please briefly outline leadership's experience serving the target population, particularly in providing educational services:

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IV. INSTRUCTIONAL FOCUS & METHODS

Please outline the school's schedule in comparison to surrounding district(s):

Number of school days per year	
Total hours of class time each year (for 100% of students)	
Hours in academic programs each day (for 100% of students)	
Hours in the extended school day (including academic enrichment activities and remediation)	

	Type	Pct
Note % of students in each type of extended day program		

Within this framework, please summarize how you have structured the typical school day or week.

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Please describe the instructional methods that teachers will use so that students acquire important skills and knowledge. Why are these methods appropriate to the student population, and how will they ensure that students meet state learning requirements?

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V. TEACHERS

Please list the top three criteria used to evaluate a teacher's job performance. Include who conducts the evaluations, and how often they will occur in the first three years of operations:

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How has teacher compensation been determined?

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Outline the process developed for hiring and dismissal of teachers, also name those responsible for steps in the outline:

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How did you design and compose employment practices/policies and did you use a consultant?

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If your school does not plan to use any human resource documentation (teacher contracts, employee handbook, or salary schedules) please describe how you plan to communicate details of employee policies and practices:

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VI. ACADEMIC ASSESSMENT AND PERFORMANCE

Please identify and outline the standards, curriculum, formative assessments (conducted throughout the school year), summative assessments (cumulative and conducted at the end of the school year) as well as performance goals for each major subject area that form the basis for the school's academic accomplishments:

English and Language Arts			
Primary Standards		Reason For Choosing	
Supplemental Standards (if any)		Reason For Choosing	
Primary Curriculum		Reason For Choosing	
Supplemental Curriculum (if any)		Reason For Choosing	
Formative Assessment Tools (by grade, if applicable)		When Administered	
Summative Assessment Tools (by grade, if applicable)		When Administered	
Publicly Stated Performance Goals for Summative Assessments		Internal Performance Goals for Summative Assessments	

Mathematics			
Primary Standards		Reason For Choosing	
Supplemental Standards (if any)		Reason For Choosing	
Primary Curriculum		Reason For Choosing	
Supplemental Curriculum (if any)		Reason For Choosing	
Formative Assessment Tools (by grade, if applicable)		When Administered	
Summative Assessment Tools (by grade, if applicable)		When Administered	
Publicly Stated Performance Goals for Summative Assessments		Internal Performance Goals for Summative Assessments	

Science			
Primary Standards		Reason For Choosing	
Supplemental Standards (if any)		Reason For Choosing	
Primary Curriculum		Reason For Choosing	
Supplemental Curriculum (if any)		Reason For Choosing	
Formative Assessment Tools (by grade, if applicable)		When Administered	
Summative Assessment Tools (by grade, if applicable)		When Administered	
Publicly Stated Performance Goals for Summative Assessments		Internal Performance Goals for Summative Assessments	

Social Studies			
Primary Standards		Reason For Choosing	
Supplemental Standards (if any)		Reason For Choosing	
Primary Curriculum		Reason For Choosing	
Supplemental Curriculum (if any)		Reason For Choosing	
Formative Assessment Tools (by grade, if applicable)		When Administered	
Summative Assessment Tools (by grade, if applicable)		When Administered	
Publicly Stated Performance Goals for Summative Assessments		Internal Performance Goals for Summative Assessments	

Art			
Primary Standards		Reason For Choosing	
Supplemental Standards (if any)		Reason For Choosing	
Primary Curriculum		Reason For Choosing	
Supplemental Curriculum (if any)		Reason For Choosing	

Total:		\$0		

VIII. STUDENT DATA MANAGEMENT AND ENROLLMENT

Please outline plans for adopting and implementing a student information system (SIS) and describe how this will assist school leaders in managing the school's future academic success:

If you have a particular SIS in mind, please name the program:

Also share with us why you have chosen a particular SIS:

Please outline your plans for enrolling students. Include a timeline of activities and description of enrollment documents/forms that the school anticipates using for the enrollment process:

IX. SCHOOL AUTONOMY

Will the school exercise complete control over its budget and purchasing decisions?

As necessary, please explain:

Will the school have banking and accounting systems separate from its authorizer?

As necessary, please explain:

Will the school exercise control over staff recruitment, hiring, evaluation, compensation and dismissal?

As necessary, please explain:

Will your teachers be part of a collective-bargaining unit or governed by a local teachers' union contract?

If yes, please name the union and provide a copy of the contract:

X. BOARD GOVERNANCE

List board member names with short descriptions of their affiliations and backgrounds:

Please describe steps the board is taking to develop its ability to effectively govern the school and oversee its performance:

Please describe the board's primary responsibilities and which areas of expertise and constituencies are represented:

Please describe any legal requirements for public charter school boards in your state:

Please indicate which board members, if any, will receive compensation or remuneration from the school, the anticipated amounts, and the services that will be provided:

XI. SCHOOL LEADERSHIP

If a school leader has already been chosen, please describe his or her qualifications. If not, please describe what process the founding team plans to follow in recruiting a school leader and when they will be hired. Also summarize the professional background this individual is expected to possess:

XII. NETWORK OF SUPPORT

Please list organizations and individuals that are providing guidance or assistance in the school development process, including consultants and other experts, along with their relevant expertise:

XIII. FACILITY

Please describe the potential school site and facilities agreement in detail (*provide an overview of space, lease/purchase/donation, length of agreement, etc*), including the timing of your negotiations:

Please describe your contingency plan in the event that the first facilities option becomes unavailable:

What do you anticipate spending on facilities as a percentage of your overall operating budget?

 %

What is the estimated annual per pupil student cost for facilities, including all occupancy related costs (utilities, maintenance)?

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XIV. SERVICE CONTRACTS

Will your school have any contracts with educational management organizations, CMOs, or other entities providing technical assistance, back-office or school management services?

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Please provide the cost for each area/item to be addressed as well as the total dollar amount to complete these tasks.

[illegible]